



Council Minutes

Tuesday, October 17, 2017

6:30 p.m.

Council Chambers

Council Present:

Mayor George A. Bridge
Deputy Mayor Ron Faulkner
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present for all or part of the meeting:

Bill White, C.A.O. Clerk	Annilene McRobb, Deputy Clerk, Recording Secretary
Chris Harrow, Fire Chief	Callise Loos, Fire Administrative Coordinator
Gordon Duff, Treasurer	Greg Mallett, Recreation and Facilities Assistant

1. **Call to Order -6:30 p.m.**
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act**
3. **Motion to Convene into Closed Session**

RESOLUTION 2017-202

Moved By: Councillor Elliott; Seconded By: Councillor Dirksen

THAT The Council of the Town of Minto conduct a meeting Closed to the Public to discuss the following:

- **Previous Minutes of the October 3, 2017 Closed Session**
- **Proposed or Pending Acquisition or Disposition of Land – Former Railway Land Palmerston**
- **Proposed or pending acquisition or disposition of land - Palmerston Industrial Park**

Carried

4. Motion to Convene into Open Session

RESOLUTION 2017-203

Moved By: Councillor Anderson; Seconded By: Deputy Mayor Faulkner

THAT The Council of the Town of Minto resume into open Council.

Carried

The Mayor welcomed University of Guelph students in attendance as a part of their Rural Planning and Development program.

5. Minutes of Previous Meeting

- a. Regular Council Minutes of October 3, 2017

RESOLUTION 2017-204

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT the minutes of the October 3, 2017 Council Meeting be approved.

Carried

6. Additional Items Disclosed as Other Business

Councillors Anderson, Dirksen, Colwell and Turton, Deputy Mayor Faulkner and Mayor Bridge declared items.

7. Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business

RESOLUTION 2017-205

Moved By: Councillor Dirksen; Seconded By: Councillor Anderson

THAT The Town of Minto Council convenes into Committee of the Whole.

Carried

8. Public Meeting - None

9. Delegations

- a. Palmerston Imperials Fastpitch Team

Council congratulated the team as the 2017 U14 Boy's Canadian Fast Pitch Champions Coach Joel Martin thanked the Town and all the volunteers. Three members of the team were in attendance and recognized.

10. Public Question Period - No one came forward

- 11. Correspondence Received for Information or Requiring Direction of Council**
- a. County of Wellington, Provincial Growth Plan - Comments on Draft Agricultural System
 - b. Ontario Ombudsman, September Newsletter
 - c. Clifford Recreation Association, October Newsletter
 - d. Waterloo-Wellington LHIN, September 2017 Newsletter
 - e. Town of Erin, Resolution Supporting WDGPH re Implementation of Proactive Random Inspections
 - f. Township of Montague, Volunteer Firefighters and Bill 148

Council discussed Item f) Township of Montague, Volunteer Firefighters and Bill 148. AMO has supported this item on behalf of Municipalities. Item a) County of Wellington, Provincial Growth Plan - will be addressed by County Planning Department delegation November 7.

MOTION: COW 2017-246

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Colwell

THAT Council receives the correspondence for information.

Carried

12. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given

- a. Committee Minutes for Receipt
 - 1. July 17, 2017 Maitland Valley Conservation Authority Board of Directors Meeting
 - 2. August 10, 2017 Jamesway Manor Board Meeting Minutes

MOTION: COW 2017-247

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

THAT the Maitland Valley Conservation Authority Board of Directors Meeting Minutes of July 17, 2017 and the Jamesway Manor Board Meeting Minutes of August 10, 2017 be received for information.

Carried

- b. Committee Minutes for Approval

Deputy Mayor Faulkner noted the Committee is working hard minutes will be more timely.

 - 1. Minto Trails Association Minutes of April 20, 2017
 - 2. Minto Trails Association Minutes of May 31, 2017
 - 3. Minto Trails Association Minutes of June 21, 2017
 - 4. Minto Trails Association Minutes of September 20, 2017

MOTION: COW 2017-248

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the Minto Trails Association Committee Minutes of April 20, May 31, June 21, and September 20 2017 and approves any recommendations contained therein.

Carried

5. Cultural Roundtable Minutes of September 25, 2017

Treasurer Duff noted active months in September and October including, Cultural Days and Live to Lead. There are many events coming up in November including Light up the Town.

MOTION: COW 2017-249

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

THAT Council receives Cultural Roundtable Minutes of September 25, 2017 and approves any recommendations contained therein.

Carried

Deputy Mayor Faulkner assumed the Chair

c. Staff Reports

1. Fire Chief and Fire Assistant, Updated Master Fire Plan Draft

Chief Harrow noted the previous Master Fire Plan passed in 2012 had a five year scope. Fire Administrative Coordinator Callise Loos presented the new three year Plan highlighting goals for increased training, health & wellness programming and technology use. Council thanked the firefighters for extensive feedback into the Plan noted an in-house is more effective.

MOTION: COW 2017-250

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the Council of the Corporation of the Town of Minto approves the 2017 Master Fire Plan as written.

Carried

Mayor Bridge returned to the Chair

2. By-law Officer, Building Number By-law

By-law Officer Forbes stated the By-law will help Emergency Personnel find addresses more quickly. Information will be provided to residents through tax newsletters and social media.

MOTION: COW 2017-251

Moved By: Councillor Colwell; Seconded By: Councillor Turton

THAT Council receives the By-law Enforcement Officer's October 17, 2017 report regarding the Building Numbering By-law, and considers the By-Law in open session.

Carried

3. Chief Building Official, September 2017 Permit Stats Review

The C.A.O. Clerk noted to date 186 permits issued, \$25 million construction value and 50 new residential units.

MOTION: COW 2017-252

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

THAT Council receive the Chief Building Official's September Permit Review for information.

Carried

Councillor Colwell assumed the Chair

4. Treasurer, Approval of Accounts

Treasurer Duff noted routine payments plus backhoe acquisition.

MOTION: COW 2017-253

Moved By: Mayor Bridge; Seconded By: Councillor Turton

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for October 17, 2017 as follows: Administration

\$122,961.10, Economic Development \$28,464.89, Incubator \$2,696.28, Fire \$6,719.06, Drains \$11,882.53, Roads \$198,087.28, Cemetery \$5,392.93, Waste Water \$27,716.35, Streetlights \$9,645.58, Water \$11,487.82, Recreation \$2,192.32, Clifford \$4,317.31, Harriston \$9,678.03, Palmerston \$19,130.55, Norgan \$5,985.11.

Carried

5. Treasurer, Municipal Disaster Recovery Assistance Program (MDRA)

The Treasurer noted expenses must be over 3% of tax levy and a resolution passed within 120 days of the event. Landowners may apply for Provincial disaster relief by December 1.

THAT Council receives the October 10, 2017 report from the Treasurer and passes following motion:

WHEREAS the Town of Minto recently experienced a flood on June 23, 2017 and has experienced incremental operating and capital costs, the Council of the Town of Minto hereby requests the Minister of Municipal Affairs to activate the Municipal Disaster Recovery Assistance program.

AND FURTHER that Gordon Duff, Treasurer/Deputy CAO is given delegated authority to verify and attest to the accuracy of the attached claim.

Carried

Mayor Bridge returned to the Chair

6. C.A.O. Clerk, sale of Town of Minto Gravel Pit

C.A.O. Clerk White reviewed the conditional agreement of purchase and sale reviewed by legal counsel. A \$368,000 pit rehabilitation reserve can be redirected if the sale concludes.

MOTION: COW 2017-255

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT Council receives the report from the C.A.O. Clerk dated October 12, 2017 regarding Agreement of Purchase and Sale E. Dennison Contracting Ltd. Town Gravel Pit 12th Line, that the lands be declared surplus to the needs of the Town of Minto, and that staff proceed to issue notice and obtain a valuation of the lands so as to comply with the Town's disposition of property by-law.

Carried

7. C.A.O. Clerk, Clair Ridge Estates Request for Model Units

C.A.O. Clerk White noted the model homes will be in phase one of the subdivision.

MOTION: COW 2017-256

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk's October 13 2017 report Clair Ridge Estates Request for Model Units and approves two model homes on the subdivision subject to the Developer signing a model home agreement in the form attached to the October 13 staff report and providing security in the amount of \$5,000 per unit, signing the subdivision agreement with the Town, and providing the security required by the subdivision agreement for Phase 1 prior to a conditional building permit being issued by the Chief Building Official for the Town.

Carried

8. C.A.O. Clerk, Subdivision Agreements for Execution

C.A.O. Clerk White summarized the two subdivision agreements negotiated with Clair Ridge Estates and First G. Capital noting differences in security provided for service installation.

MOTION: COW 2017-257

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk's October 13, 2017 report Subdivision Agreements for Execution, and that Council approve By-law 2017-083 and 2017-084 in regular session authorizing execution by the Town.

Carried

9. C.A.O. Clerk, Minto Road Lift Station Palmerston Industrial Park

C.A.O. Clerk White noted the importance of a lift station with only a few small lots on Noble Family Road and the north end of Minto Road left to be serviced.

MOTION: COW 2017-258

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

THAT Council receives the C.A.O. Clerk's October 13, 2017 report Minto Road Lift Station Palmerston Industrial Park and authorizes Triton Engineering to begin detailed design with a view to bringing the project forward for consideration at the 2018 budget.

Carried

d. Other Business Disclosed as Additional Items

Deputy Mayor Faulkner indicated the Shriners will host a Santa Claus breakfast late November or early December.

Councillor Dirksen noted the Clifford Recreation Association had their opening party for the Clifford arena Saturday and thanked all of the members.

Councillor Anderson advised Wellington County 4-H celebrates 100 years with dinner October 28 Arthur Community Centre. November 5 the Black Donnelly's plays at the Norgan.

Councillor Colwell noted Minto Chamber of Commerce Christmas meeting is Monday December 4 at Harry Stones. On behalf of Harriston Legion she thanked staff for putting the Veterans banners in Palmerston and Harriston, noting banners for Clifford are in the works.

Councillor Turton stated that the Health Care Hero's Radio-a-thon is Saturday October 21 and challenges everyone to help support their local hospital

Chief Harrow advise Palmerston Firefighters' breakfast is October 29, Fire Hall 9 am-1 pm.

Mayor Bridge reminded Council of upcoming events following Remembrance Day as follows:

Harriston Light up the Town November 14

Harriston Ladies Night Downtown November 15

Palmerston Light up the Park November 17

Harriston Santa Claus Parade November 18 at 7 pm

Clifford Santa Clause Parade November 25 at 7 pm

Palmerston Merchants Night Downtown November 29

Palmerston Santa Clause Parade December 2 at 7 pm.

Harriston Men's Night Downtown December 21.

13. Motion to Return To Regular Council

RESOLUTION 2017-206

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Colwell

THAT the Committee of the Whole convenes into Regular Council meeting.

Carried

14. Notices of Motion - None

15. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION 2017-207

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT The Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

16. By-laws

- a. 2017-82, Shared Parking Lot Agreement with Harriston Legion

RESOLUTION 2017-208

Moved By: Councillor Elliott; Seconded By: Deputy Mayor Faulkner

THAT By-law 2017-82; to authorize a Shared Parking Agreement with the Royal Canadian Legion Branch 296, Harriston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2017-83, Plan of Subdivision Agreement, Clair Ridge Estates Limited

RESOLUTION 2017-209

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

THAT By-law 2017-83; to authorize a Subdivision Agreement with Clair Ridge Estates Limited with respect to lands north of Prospect Street East of Toronto Street in the former Town of Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2017-84, Plan of Subdivision Agreement, First G. Capital Inc.

RESOLUTION 2017-210

Moved By: Councillor Anderson; Seconded By: Councillor Turton

THAT By-law 2017-84; to authorize a Subdivision Agreement with First G. Capital Inc. with respect to lands north of Main Street Street East of White's Road in the former Town of Palmerston; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- d. 2017-85, Building Number By-law

RESOLUTION 2017-211

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT By-law 2017-85; to establish a municipal addressing system in the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

e. 2017-86, Confirming Proceedings of October 17, 2017 Committee of the Whole/Council Meeting

RESOLUTION 2017-212

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT By-law 2017-86; To confirm actions of the Council of the Corporation of the Town of Minto Respecting a meeting held October 17, 2017; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

17. Adjournment

RESOLUTION 2017-213

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Anderson

THAT The Council of the Town of Minto adjourn to meet again at the call of the Mayor.

Carried

Mayor George A. Bridge

C.A.O. Clerk Bill White